



Foreign Affairs Manual

5 FAM – INFORMATION MANAGEMENT

Change Transmittal: IM-116

Date: May 19, 2011

5 FAM 870 Networks **5 FAM 890 Digitally Signing Macros**

CHANGES

1. Parts of 5 FAM 800 are revised as follows:
 - 5 FAM 870, Networks, is updated to further clarify the use of DINS, outline the restrictions on the use of DINS, and add links to the ITCCB web site for additional clarification. This issuance also adds more requirements to the DIN Waiver Registration Policy.
 - 5 FAM 890, Digitally Signing Macros, is a totally new subchapter articulating the policy requirement that all application macros have digital signatures. As the result of malicious code in the form of macros, the Department has been subjected to serious attacks on its networks. To rectify this, the Department has established a requirement that all files containing MACROS be digitally signed.
2. Revisions are shown in italic *dark magenta*. Italic *dark magenta* provides a historical record of changes and is used in subchapter issuances where less than 50 percent of the text has been revised. Because the new 5 FAM 890 is all new material, we have not used the italic *dark magenta* in that subchapter.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

1. Remove and discard old subchapter 5 FAM 870 (TL: 109, 05-05-2010; 4 pages) and replace it with revised subchapter 5 FAM 870 (5 pages).

2. Remove and discard old subchapter 5 FAM 890 (unassigned; 1 page) and replace it with revised subchapter 5 FAM 890 (2 pages).
3. After inserting the material in the binder, insert this change transmittal immediately following the CT Checklist, then fill in the entry line for CT:IM-116, and initial.

Distribution Notice

1. The *Foreign Affairs Manual* and its supplemental handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/ISS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

(IRM/BMP/GRP/GP)